

700-03. PRODUCTIVITY AND VALUE CREATION DIVISION (AMSFS-RMP)

a. MISSION: Develop guidance and implement DOD/DA/AMC/AFSC/JMC Management and Productivity Improvement Programs. Programs include the following: Army Suggestion Program (ASP), Commercial Activities (CA), Conference Controls, Labor and Production (L&P) Reporting, Lean Thinking, Management Controls, Productivity Gain Sharing (PGS), Productivity Measurement Program (PMP), Six Sigma, Value Engineering (VE), Work Measurement, Other Management Analysis and Productivity Improvement Programs.

b. FUNCTIONS:

(1) Army Suggestion Program (ASP):

(a) Develop policy and guidance for the AFSC/JMC ASP.

(b) Analyze suggestions, coordinate with appropriate evaluators, and obtain approval/disapproval for HQ AFSC/JMC suggestions.

(2) Commercial Activities (CA) Program:

(a) Manage and direct the CA program for the AFSC/JMC.

(b) Act as principal advisor to the CG and as the POC to higher HQ on CA matters.

(c) Provide expert advice on revised OMB Circular A-76 policy and guidance.

(3) Conference Controls:

(a) Develop, implement, and maintain AFSC/JMC policy and guidance for Conference Controls.

(b) Manage the Conference Control process within AFSC/JMC.

(4) Labor and Production (L&P) Reporting:

(a) Develop, implement, and maintain AFSC/JMC policy and guidance for L&P Reporting.

(b) Assist the Army Work Loading and Performance System (AWPS) Program Office by ensuring accurate L&P reporting at the

AFSC/JMC installations. This service facilitates AWPS implementation and maintenance throughout the AFSC/JMC.

(5) Lean Thinking:

(a) Develop Lean Thinking implementation strategy and publicity plan for AFSC/JMC.

(b) Ensure AFSC/JMC Lean Thinking efforts are consistent with AMC objectives.

(c) Provide Lean Thinking tools training opportunities for HQ AFSC/JMC and installations.

(d) Support Lean Thinking efforts at AFSC/JMC installations through on-site assistance with Value Stream Mapping and Kaizen (rapid improvement) events.

(e) Track progress of AFSC/JMC Lean Thinking efforts and provide updates to Command Group as needed.

(6) Management Controls:

(a) Develop, implement, and maintain AFSC/JMC policy and guidance for the Management Controls process.

(b) Monitor the Management Control Process throughout AFSC/JMC organizations and installations to ensure compliance with AFSC/JMC policy and guidance.

(c) Provide training to AFSC/JMC organization and installation personnel on the Management Control Process.

(d) Prepare and coordinate reports/statements, and advise the CG on the status of the Management Control Process.

(7) Productivity Gain Sharing (PGS): Maintain AFSC/JMC policy and guidance for the PGS Program.

(8) Productivity Measurement Program (PMP):

(a) Develop, implement, and maintain the PMP.

(b) Coordinate with Activity Based Costing and Automated Time, Attendance, and Production System personnel to ensure accurate labor reporting.

(9) Six Sigma:

DRAFT NEAR TERM AFSCR 10-1

(a) Serve as principal advisor to the Command Group on Six Sigma and act as primary POC for AFSC/JMC.

(b) Develop Six Sigma implementation and publicity strategy for AFSC/JMC.

(c) Ensure AFSC/JMC Six Sigma efforts are consistent with AMC objectives.

(d) Provide Six Sigma training opportunities for AFSC/JMC organizations and installations.

(e) Support Six Sigma efforts at AFSC/JMC installations through on-site assistance visits.

(f) Track progress of AFSC/JMC Six Sigma efforts and provide updates to Command Group as needed.

(10) Value Engineering (VE):

(a) Manage a comprehensive, AFSC/JMC-wide VE program.

(b) Serve as the principal advisor to the CG on VE matters and the VE POC to higher HQ, other Government activities, and private organizations.

(c) Establish and execute a comprehensive VE training program for AFSC/JMC.

(d) Publicize the AFSC/JMC VE program and advertise the VE awards program and solicits nominations.

(e) Promote generation and development of VE Proposals/VE Change Proposals; ensure appropriate VE clause in all AFSC/JMC contracts.

(f) Report data through the Command VE Reporting System, ensure correct evaluation of all VE actions, and certifies VE savings.

(g) Prepare AFSC/JMC VE Master Plan, assign and evaluate execution against VE goals for AFSC/JMC elements.

(11) Work Measurement:

(a) Plan, develop, and conduct the AFSC/JMC Methods and Standards Program. Use management techniques and theories to analyze systems, performance, human factors engineering, facilities, equipment, motion economy, measurement analysis, and enhancements.

DRAFT NEAR TERM AFSCR 10-1

(b) Conduct management studies to find and evaluate new management techniques, practices, and systems, including those developed in industry and other Government activities.

(c) Assist AFSC/JMC installations in conducting work measurement studies, to include time standard development.

(12) Other Management Analysis and Productivity Improvement Programs: Coordinate, conduct, and manage other internal/external management analysis and productivity improvement efforts.